



Fort Monmouth Economic Revitalization Authority

2-12 Corbett Way • Eatontown, NJ 07724-4251 • Tel: 732.935.5966 • Fax: 732.935.7440

MEMORANDUM

TO: Members of the Board of Directors

FROM: Bruce Steadman
Secretary & Executive Director

DATE: March 16, 2011

SUBJECT: Agenda for Board Meeting of the Authority

1. Call to Order – James Gorman, Chairman
2. Pledge of Allegiance
3. Notice of Public Meeting - Roll Call – Bruce Steadman, Secretary
4. Approval of Previous Month's Board Meeting Minutes
5. Welcome - James Gorman, Chairman
6. Public Comment Regarding Agenda Items
7. Treasurer's Report:
 - Summary of Status of Federal Grant and FMERA Budget
8. Secretary's Report:
 - Status of any FMERA discussion items
9. Executive Director's Report:
 - Update on Staff Advisory Committees (Enviro., Housing & Veterans)
 - Update on Recent Meetings with Matrix Design Group
 - Update on Recent Meetings with Army Representatives
 - Update on the Fort Monmouth Commissary
 - Update on Recent Meetings & Tours
 - Update on Meetings with Members of the N.J. Congressional Delegation
 - Action Items for Next Month
10. Committee Reports
 - Audit Committee
 - Real Estate Committee

- Environmental Staff Advisory Committee
- Housing Staff Advisory Committee
- Veterans Staff Advisory Committee

11. Public Comment

12. Adjournment

Fort Monmouth Economic Revitalization Authority Board Meeting
February 16, 2011
Tinton Falls Municipal Building, Tinton Falls, N.J.

MINUTES OF THE MEETING

Members of the Authority present:

- James V. Gorman, Chairman of the Fort Monmouth Economic Revitalization Authority (FMERA) and Gubernatorial Appointed Public Member
- Brandon Minde, Assistant Counsel, representing Director Deborah Grammiccioni of the Office of the Governor, Authorities Unit
- Alfred C. Koepp, Chairman of the NJ Economic Development Authority (NJEDA)
- Michael A. Pane, Jr. Esq., Gubernatorial Appointed Public Member
- Dr. Robert Lucky, Gubernatorial Appointed Public Member
- Honorable Lillian Burry, Monmouth County Freeholder
- Honorable Gerald Tarantolo, Mayor of Eatontown
- Honorable Michael Mahon, Mayor of Oceanport
- Gerald M. Turning, Tinton Falls Business Administrator, representing Honorable Michael Skudera, Mayor of Tinton Falls
- Charles Richman, Assistant Commissioner, representing Commissioner Lori Grifa of the NJ Department of Community Affairs
- Mary Ellen Clark, Assistant Commissioner, representing Commissioner Harold Wirths of the NJ Department of Labor and Workforce Development
- Michele Siekerka Esq., Assistant Commissioner, representing Commissioner Bob Martin of the NJ Department of Environmental Protection
- Robert DeSando, Assistant Commissioner, representing Commissioner James Simpson of the NJ Department of Transportation

Also present:

- Bruce Steadman, Executive Director of the Fort Monmouth Economic Revitalization Authority
- Caren Franzini, CEO of the NJ Economic Development Authority
- Gabriel Chacon, Deputy Attorney General
- NJ Economic Development Authority Staff
- Fort Monmouth Economic Revitalization Authority Staff

The meeting was called to order by Chairman Gorman at 7:00 pm, who led the meeting in the Pledge of Allegiance.

In accordance with the Open Public Meetings Act, FMERA Executive Director and Secretary Bruce Steadman announced that notice of this meeting has been sent to the Asbury Park Press and the Star Ledger at least 48 hours prior to the meeting, that a meeting notice has been duly posted on the Secretary of State's bulletin board at the State House and the FMERA and the NJEDA websites.

MINUTES OF THE AUTHORITY

The first item of business was the approval of the December 15, 2010 meeting minutes. A motion was made to approve the minutes by Al Koepp and seconded by Gerald Tarantolo and was approved by eight voting members. Michael Pane abstained.

WELCOME

Chairman Gorman opened the meeting by announcing his gubernatorial appointment as Chairman of the Fort Monmouth Economic Revitalization Authority. Chairman Gorman described some modest changes to the meeting agenda format that differs from previous meetings. There will be two opportunities for public comment. The first public comment period will pertain to agenda items only with a five minute maximum time limit per citizen, per item. Citizens with multiple agenda items must yield the floor to other citizens before proceeding with the next item. The second opportunity for public comment is at the end of the meeting and is also limited to 5 minutes per topic, per citizen. Again, citizens with multiple topics must yield the floor to other citizens prior to proceeding with the next topic. This method will allow all citizens an opportunity to address their concerns with the FMERA Board.

Chairman Gorman recognized Al Koeppe as Interim Chair with a resolution to the Board that publically commended Interim Chair Koeppe's efforts.

A motion was made to approve the resolution to acknowledge Mr. Koeppe's efforts as Interim Chair by Lillian Burry and seconded by Michael Pane and was unanimously approved by all voting members.

PUBLIC COMMENT REGARDING AGENDA ITEMS

Phil Welch Jr. of Lincroft expressed some concerns over the FMERA Housing Staff Advisory Committee's handling of the appellate ruling regarding affordable housing and how it relates to the Fort Monmouth Redevelopment and Revitalization Plan. Chairman Gorman told Mr. Welch that the Board would respond during the Housing Committee Report.

Patrick Doherty of Neptune pointed out the costs and community impacts of closing Fort Monmouth.

Tom Mahedy of Wall Township questioned the change in meeting format in terms of public comment and questioned the appointment of the new board members.

AUTHORITY MATTERS

Treasurer's Report

Chairman Gorman, in accordance with Article IV of FMERA's By-Laws, appointed Executive Director Bruce Steadman as Acting Treasurer until the next Annual Meeting. Executive Director Steadman asked Senior Financial Officer, Beverlee Akerblom to provide the Board with a financial update. Ms. Akerblom explained that FMERA's current federal grant expires March 31, 2011. An extension request, to June 30, 2011, will be submitted to allow for completion of the Authority's existing contracts. The Authority's annual operating and administrative expense will be covered under a new grant application. In fiscal 2010 FMERA achieved a budget surplus. The budget continues to be actively managed in 2011.

Secretary's Report

FMERA Secretary, Bruce Steadman welcomed the new Chairman and Board members and announced the Chairs of the Real Estate and Audit Committees. Chairman Gorman appointed Michael Pane as Chair of the Real Estate Committee under Article IX of FMERA's By-Laws, and appointed himself as head of the Audit Committee under Article VIII of the By-Laws. The next item of business was the election of FMERA's Vice Chairman. Chairman Gorman nominated Michael Pane as Vice Chairman. There were no other nominations. Mr. Pane was unanimously approved by all voting members.

Executive Director's Report

Executive Director Bruce Steadman highlighted FMERA activities including updates on Staff Advisory Committees. Each Staff Advisory Committee Chair provided updates as follows:

Environmental Staff Advisory Committee Chair Michele Siekerka provided feedback on the Environmental Committee's efforts including the creation of a baseline report that is still in draft form, but identifies a list of buildings at the Fort that are of an environmental concern.

Housing Staff Advisory Committee Chair Chuck Richman reported that the Housing Staff Advisory Committee had its first meeting, but their activities are contingent upon the decision of the legislature and pending court rulings on affordable housing. Phil Welch debated the interpretation of the Appellate Court ruling suggesting that the ruling invalidated the Plan. Chair Richman stated that the court did not invalidate the plan; it just mandated that the Fort Monmouth Economic Revitalization Authority establish a housing committee.

Veterans Staff Advisory Committee Chair Lillian Burry reported that the Committee has developed a mission statement that hopes to create a Veteran's Center and has established three sub-committees: Clinic and Hospital; Learning Center for Transitioning Veterans, and Morale, Welfare and Recreation that examines the use of the both the commissary and golf course for veterans.

Executive Director Bruce Steadman continued with his report by asking Frank Cosentino (FMERA Director of Plans and Programs) to describe FMERA's ongoing work with the Matrix Design Group on the Infrastructure and Building Assessment and preliminary information on the environmental condition of the Fort Monmouth Property. Odis Jones (FMERA Director of Real Estate) reported on FMERA's meetings with the Army regarding transfer of title. Mr. Jones also elaborated on the various tours of the Fort that have been underway with potential tenants. Executive Director Steadman finished his report by outlining action items for next month.

COMMITTEE REPORTS

Executive Director Bruce Steadman announced that the Audit and Real Estate Committees are now being formed and the goal is to have the Committees fully formed and operational prior to the next board meeting. They will report out at succeeding Board Meetings.

PUBLIC COMMENT

Wendy of Tinton Falls inquired about the Master Plan and how it impacts Tinton Falls' zoning. Executive Director Steadman shared that a meeting is scheduled with the Tinton Falls Planning Board on Thursday, February 17, 2011.

Richard of Hazlet encouraged the Board to be mindful of homeless veterans and permanent housing.

Gary of Tinton Falls inquired about public membership for FMERA sub-committees. Executive Director Bruce Steadman explained that the current committee meetings under FMERA are not open to the public.

Avery of Long Branch asked the Board to consider a planned community that wouldn't split the land among three different towns.

Phil Welch of Lincroft asked the Board to be cognizant of both FMERA's state and federal obligations in terms of affordable housing.

James Jones of Wall Township asked to see the Plan. Mr. Jones was referred to the FMERA website where the detailed plan is available.

Gerry of Tinton Falls asked the Board to consider marketing to the New York, Philadelphia and metropolitan areas and encourage them to enjoy the lifestyle that Monmouth County offers.

Neal of Tinton Falls inquired about the Executive Session process and the availability of the minutes from Executive Session. The Deputy Attorney General Gabriel Chacon explained the Executive Session Process.

Lee of Tinton Falls asked if local vendors and contractors will be given preferential treatment in terms of bidding for opportunities at the Fort. Chairman Gorman stressed that the FMERA Board wants to keep jobs here in NJ, but cannot guarantee preferential treatment under the law.

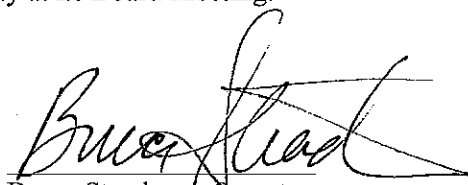
Mr. Mahedy of Wall Township expressed concern over Veterans, Housing and Environmental issues surrounding Fort Monmouth and he challenged his role and responsibility on the Environmental Staff Advisory Committee.

EXECUTIVE SESSION

At 9:02 pm a motion was made by Lillian Burry for an Executive Session to discuss Real Estate Matters and was seconded by Gerald Tarantolo and was unanimously approved by all voting members.

There being no further business on a motion by Michael Mahon and seconded by Lillian Burry, the meeting was adjourned at 10:04 pm.

Certification: The foregoing and attachments represent a true and complete summary of the actions taken by the Fort Monmouth Economic Revitalization Authority at its Board Meeting.


Bruce Steadman, Secretary



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MEMORANDUM

TO: Members of the Board of Directors

FROM: Bruce Steadman
Executive Director

DATE: March 16, 2011

SUBJECT: Monthly Status Report

Summary

The following are brief descriptions of the FMERA Staff's monthly activities which include an Update on the Status of the Federal Grant and FMERA Budget; Update on Staff Advisory Committees; Meetings with the Matrix Design Group; Meetings with Army Representatives; Update on the Fort Monmouth Commissary; Update on Meetings and Tours; Update on Meetings with Members of the N.J. Congressional Delegation and Action Items for Next Month.

Treasurer's Report

1. Existing Grant.
In March, the Authority will be submitting an Extension Request to the Office of Economic Adjustment (OEA) for the existing grant, scheduled to end March 31, 2011. The extension of this grant will cover the contracts previously approved under the grant. This will allow for the scheduled completion of the Planning, Architectural, Engineering and Infrastructure, and Business and Operations Plan consulting services engagements by June 30, 2011.
2. New Grant Application.
The Authority will submit a new Grant Application to OEA in March for funds to support the Authority's operating expenses for the year. The funds being requested from OEA are consistent with the budget approved by the Authority's Board for fiscal year 2011 and presented to the State's Office of Management and Budget in support of the Authority's appropriation request for the fiscal year ending June 30, 2012.
3. Budget.
The Authority is under budget for the first two months of the fiscal year. Spending levels continue to be strictly monitored.

Executive Director's Report

1. Update on Staff Advisory Committees: Environmental, Housing and Veterans.

The Staff Advisory Committees continue to meet and discuss vital issues related to the redevelopment of Fort Monmouth.

The Environmental Staff Advisory Committee met on Thursday, March 3, 2011 and the meeting was led by Chair Michele Siekerka.

The Housing Staff Advisory Committee met on Thursday, March 10, 2011 and the meeting was led by Chair Chuck Richman.

The Veterans Staff Advisory Committee, led by Chair Lillian Burry, continued their work this month within their sub-committees.

2. Meetings with Matrix Design Group.

Matrix is currently engaged on three fronts:

1. Completing the infrastructure analysis including cure analysis and cost to repair estimates. This work will be utilized in the finalization of the business plan which is also actively under way.

2. A draft business plan was delivered on February 28, 2011 and is being fine-tuned. Due to the timeline we are on in our discussions with the Army, Matrix has advanced their work on the business plan and has accelerated its environmental analysis, focusing on specific parcels under consideration in discussions with the Army.

3. Matrix is performing studies as new environmental information is released by the Army.

Matrix is hosting weekly conference calls with FMERA staff, to stay on track with progress we are making in our discussions with the Army. There have been additional conference calls as needed and a workshop is being scheduled this month to present and discuss the latest business plan draft and environmental analysis.

3. Meetings with Army Representatives.

FMERA Staff discussions with representatives of the Office of the Deputy Assistant Secretary of the Army (Installation and Housing), related to the closure process and property disposition have continued on a regular basis. Weekly conference calls are used to update the status of key issues, such as the business plan draft, the environmental work plan, utilities, caretaker agreement and others. Further, a meeting was held on March 2,

2011 in Washington, D.C. with the Army Representatives and their consultants to discuss additional strategic issues, such as the property disposition, environmental cleanup and FOST (finding of suitability of transfer) timetables. These discussions, both by phone and face to face, continue to build business-like working relationships with the Army toward finding appropriate solutions to mutual issues we must address.

4. Fort Monmouth Commissary.

It appears that the collective efforts of the elected officials at the local, state and federal level, as well as the persistent encouragement of the FMERA Staff, has resulted in the Secretary of the Army's recommendation that the Commissary at Fort Monmouth remain open for two (2) years beyond September 15, 2011. This recommendation is predicated on the continued utilization of the Commissary by the Veterans Community and active duty personnel in the region. This is great news for our community's veterans and retirees.

5. Update on Meetings and Tours.

Our goal in meeting with potential employers and investors with regard to the redevelopment of the property is to provide, on a consistent basis, access to public information as well as a cursory tour of the property. We believe it is essential during this period of time before the transfer occurs, to introduce the Fort Monmouth property along with all of its opportunities, to as many potential employers and investors as possible. This will ultimately aid with the sale, lease, and/or redevelopment of the property. This month we had meetings with such industry interests as the financial markets, technology sector, defense, healthcare and educational services.

6. Meetings with Members of the N.J. Congressional Delegation.

On Wednesday, March 2, 2011 FMERA Staff met with members of the N.J. Congressional Delegation in Washington, D.C. The meetings were coordinated with the assistance of the Governor's Washington, D.C. Office and a member of the Governor's Office Staff attended the meetings with FMERA Staff. An update on the progress of the effort to redevelop Fort Monmouth was provided to Senators Menendez and Lautenberg and Congressmen Holt, Pallone, Payne, Sires and Smith. The meetings were informative and positive. The FMERA Team looks forward to working with the N.J. Congressional Delegation on this important effort to redevelop Fort Monmouth.

7. Action Items for Next Month.

- Continued work with Matrix to develop a business plan
- Continued work with Matrix to identify environmental issues of concern
- Continued work with Washington, D.C. and local Army/BRAC representatives regarding property transfer, caretaker agreement, environmental issues, costs and timing
- Continued meetings and tours with the interested prospective employers and investors

- Continued outreach to our stakeholders
- Continued collaboration with our NJEDA partners on marketing and business development opportunities
- We anticipate issuing an RFP in the next 30 – 60 days for Professional Planning Services to prepare zoning maps, design guidelines and land use regulations in accordance with the Redevelopment Plan.



Bruce Steadman

Prepared by: Bruce Steadman